

# **Hamilton Affordable Housing Trust**

## **Minutes**

**July 10, 2014**

**Welcome** – The following members of the Hamilton Affordable Housing Trust were present at the July 10, 2014 meeting: David Carey, Fred Mills, Marc Johnson, Matthew T Byrne, and Michael Lombardo. Mary Beth Lawton of the Council on Aging and Heather Ford of the Hamilton Foundation were also present. Kristine Cheetham, Planning Coordinator was present.

### **Agenda Items**

1. Membership & Chairmanship – David Carey agreed to be the Chair of the meeting due to the absence of Peter Britton. Committee membership and chairmanship should be formalized over the next year.
2. Home Rehab Grants – The members of the Trust reviewed the draft grant document. Everyone contributed comments on the grant.
  - a. Grants vs. Loans – The Trust discussed that this would be a grant program of \$3,000 maximum award. There was agreement that if the program got up and running then eventually a loan program with greater levels of financial assistance could be added.
  - b. Budget – The Trust agreed that the overall budget for the grant program would be \$15,000 per year. The intent was to secure a portion (roughly 50%) from the North Shore HOME Consortium and the other would be set aside in the Trust budget.
  - c. Legal – The Trust would like confirmation from the Finance Director and Town Counsel that the funds in the Trust budget can be used for this program. K. Cheetham agreed to secure the necessary reviews.
  - d. Grant Program Details – A majority of the discussion centered around the requirements of the application from a resident. The Trust tried to balance the intent of making the paperwork simple for folks who are in need but also to secure enough financial information to assure that the funds would be used appropriately. The Trust wanted proof of income for two years. They agreed that a few different forms may be acceptable for seniors who may not have tax statements.
  - e. Septic – The Trust would like confirmation on the ability to provide assistance to homes for septic systems. At this time, the applicant would have to demonstrate that they additional matching funds to go along with the town grant. There may be programs or loans for septic. If so, the other funding sources should be printed in the application.

K. Cheetham will work on revisions to the grant application document with M. Lawton and H. Ford. She will submit revisions to the town counsel for review.

3. Housing Coordinator – M. Lombardo informed the Trust that the current part time CPC Coordinator had resigned. He anticipates revising the job description to include additional time and funds for a housing coordinator. The members of the Trust felt that it was critical to have staff support to advance the goals of the Trust with regard to housing development and the grant program.
4. Gordon Conwell Housing Development – M. Lombardo spoke with executives at Gordon Conwell in regard to the potential housing development. The college was not sure that the development was within their mission.
5. Inclusionary Zoning – K. Cheetham informed the Trust that there are a few housing development projects in the permit stage with the Planning Board that will trigger inclusionary zoning provisions. Thus far, the developers are interested in the payment made in lieu of affordable housing units. The Trust will receive the funds and is then able to use the funds to support affordable housing goals within the community. She also informed the Trust that the formula for the payment in lieu of units favors the developer. Many communities base their formula on a ratio or percentage of the value of the housing unit built. The Hamilton formula is based on a percentage of the area median income. This number does not provide enough funds to actually purchase a unit of housing within the community. K. Cheetham asked the Trust if they would sponsor a revision to the bylaw with different language. The Trust agreed. She will conduct research on the topic and get some draft language back to the Trust.

**Adjourn** – The Trust adjourned at 6:50 PM.